

**CALIFORNIA COMMISSION ON DISABILITY ACCESS
EXECUTIVE COMMITTEE
MEETING MINUTES**

December 17, 2014

1. CALL TO ORDER

Vice Chair Scott Hauge welcomed everyone and called the meeting of the Executive Committee of the California Commission on Disability Access (CCDA or Commission) to order at 1:30 p.m. at the City of Los Angeles Department on Disability, 201 North Figueroa Street, Suite 100, Los Angeles, California 90012.

The off-site meeting locations for teleconference were the Department of Rehabilitation, 721 Capitol Mall, Room 260, 5th Floor, Sacramento, California 95814, and Cal Insurance and Associates Inc, 2311 Taraval Street, San Francisco, California 94116.

Vice Chair Hauge reviewed the meeting protocols.

ROLL CALL

Commissioners Present:

Scott Hauge (teleconference)
Betty Wilson

Commissioners Absent:

Steve Dolim
Guy Leemhuis, Chair

Other Commissioners Present:

Michael Paravagna (teleconference)

Staff Present:

Stephan Castellanos, Executive Director
Angela Jemmott, Program Analyst

Also Present:

No members of the public were present.

Staff Member Jemmott called the roll and confirmed the presence of a quorum.

2. APPROVAL OF MEETING MINUTES (NOVEMBER 17, 2014) – ACTION

MOTION: Commissioner Wilson moved to approve the November 17, 2014, California Commission on Disability Access Executive Committee Meeting Minutes as presented. Commissioner Hauge seconded. Motion carried unanimously.

3. COMMENTS FROM THE PUBLIC ON ISSUES NOT ON THIS AGENDA

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There were no questions or comments from the public.

4. ACTION ITEMS FROM PREVIOUS MEETING - UPDATE

Staff Member Jemmott reviewed the action items from the previous meeting.

Executive Director Castellanos stated staff will investigate meeting with Senator Corbett now that her Senate appointment has termed out.

Executive Director Castellanos suggested that Commissioners meet via teleconference to review two new pieces of proposed legislation.

Action Items

- Staff is to investigate meeting with Senator Corbett.
- Staff is to schedule a teleconference for Commissioners to review new legislation.

5. COMMITTEE UPDATES

a. Education and Outreach

Commissioner Wilson, chair of the Education and Outreach (E&O) Committee, stated the E&O Committee has not met since her last report.

Staff Member Jemmott stated the next E&O Committee meeting is scheduled for February 4, 2015, and the E&O Subcommittee meeting, chaired by Commissioner Downey, is scheduled in January.

Commissioner Wilson stated the need to begin planning an activity for the first quarter of 2015. She suggested holding a meaningful, interactive training or workshop in Northern California, which will require sufficient time for planning. She suggested holding the training in San Francisco.

Commissioner Paravagna suggested planning an event to commemorate the 25th anniversary of the Americans with Disabilities Act (ADA) in July.

b. Checklist

Staff Member Jemmott read a portion of a year-to-date report submitted by Commissioner Dolim, the chair of the Checklist Committee. The Committee broke into four groups to work on the four sections of the checklist. It was determined the checklist will be in columnar format with the code sections identified where applicable. The four groups were tasked to reduce the volume of their sections in an attempt to limit the checklist to four pages. The next Checklist Committee meeting is tentatively scheduled for January 6, 2015.

Executive Director Castellanos stated he will draft disclaimers for the use of the checklist in order to satisfy the concerns of Committee Members and others. Members of the disability community have voiced concern that the name "checklist" will cause the replacement of inspectors' judgment and knowledge. He stated the checklist likely will

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not be called "checklist" when published. It is meant to be a prompting tool for inspectors, not a comprehensive checklist.

Commissioner Paravagna stated the Checklist Committee has been a good working group. He suggested that the Commission formally thank them for their work.

c. Legislative

Executive Director Castellanos stated the Legislative Committee has yet to meet. He stated the need to plan the structure of the Committee and the types of legislation that the Commission will support or oppose.

A Legislative Committee teleconference meeting was scheduled for 10:00 a.m. on December 23, 2014.

Action Items

- Staff is to draft disclaimers for the use of the checklist.

6. STAFFING ISSUE - UPDATE

Vice Chair Hauge stated the job posting for the executive director position was delayed, so the time period for responses is limited.

Executive Director Castellanos stated he has agreed to remain through the transition. He stated the interviews for the analyst position will begin after the first of the year and the job posting for office technician will be posted soon.

Action Items

- No action items.

7. REPORT BY EXECUTIVE DIRECTOR STEPHAN CASTELLANOS - UPDATES

a. Projects

Executive Director Castellanos addressed one of many projects underway by the Commission. He stated two annual reports are due by January 31, 2015, a consultant has been retained to assist in the drafting of the reports, and staff will present the draft reports at the full Commission meeting in January. He stated the drafts will be sent to all Commissioners for feedback prior to the January meeting.

b. Bill Tracking

AB 52 (Gray, Public accommodations: construction-related accessibility claims)

AB 54 (Olsen, Public accommodations: construction-related accessibility claims)

Executive Director Castellanos stated these bills seek to reduce the amount of the fine on violations and they include a right to fix or repair proposal. They state the plaintiff is required to submit a letter to the individuals in violation that opens a period from 90 to

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120 days for the repair to occur. The court will grant a stay of 120 days for the repair and limits the fine to \$1,000 per offense. The bills are focused solely on small businesses, which are the largest group of business owners that are being sued. He stated he anticipated the disability community will oppose it because it is a reduction in basic civil rights, but it still recognizes the violation, limits the amount of the fine, and requires a fix in order to receive a stay, but the fine continues at a reduced rate. Executive Director Castellanos stated the Commission has the responsibility to provide its position on these bills to the Legislature.

Commissioner Paravagna suggested scheduling presentations from the authors and opponents of these bills at the full Commission meeting in January to find common ground to make the full Commission meetings more dynamic.

Action Items

- Staff is to send copies of the two annual reports to all Commissioners for their feedback.
- Staff is to send copies of the two bills to all Commissioners.

8. MONTHLY BUDGET UPDATE

Staff Member Jemmott reviewed the budget and stated the only major expenditure item for this month was for consultant services.

Action Items

- No action items.

9. FUTURE AGENDA ITEMS

Action Items

- Commissioners are to email future agenda items to staff.

10. ADJOURN

Vice Chair Hauge adjourned the meeting at 3:30 p.m.